

Trustees' Annual Report

For the period

From (start date)

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 to end date

3	1	0	3	2	5
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Section A

Reference and administration details

Charity name

7TH WOKING (ST MARY OF BETHANY) SCOUT GROUP

Registered charity number (if any)

1 0 2 0 5 3 9

HQ registration number

1 0 0 1 0 5 8 0

Charity's principal address

The Hoe Valley Community Building

Kingfield Road

WOKING, Surrey

Postcode G U 2 2 9 B A

Names of the charity trustees who manage the charity

(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Neil Hampton	Group Lead Volunteer	
2	Tracy Hampton	Chair	
3	Sarah Summerhill	Secretary	
4	Lorraine Ozanne	Treasurer	
5	Michael Dey		
6	Peter Askew		
7	Tracy Wright		
8	Jan Parker	Cub Scout Leader	
9	Clare Grigsby	Beaver Scout Leader	to 26 September 2024
10	Dan Weeden		
11	Deborah Hickman		from 13 January 2025

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document

The Group's governing documents are those of the The Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association.

How the charity is constituted

The Group is a trust established under its rules which are common to all Scouts.

Trustee selection methods

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

Additional governance issues

The Group is managed by the Board of Trustees, the members of which are the 'Charity Trustees' of the Scout Group which is an educational charity. As charity trustees they are responsible for complying with legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Lead Volunteer, individual section leaders (if opted to take on the responsibility) and parent's representation.

Members of the Board of Trustees complete '*Essential Information*' and '*Trustee Introduction*' training within the first 5 months of joining the committee.

This Board of Trustees exists to support the Group Lead Volunteer in meeting the responsibilities of the appointments and is responsible for:

- The maintenance of Group property;
- The raising of funds and the administration of Group finance;
- The insurance of persons, property and equipment;
- Group public occasions;
- Assisting in the recruitment of leaders and other adult support;
- Appointing any sub committees that may be required;
- Appointing Group Administrators and Advisors other than those who are elected.

Section B

Structure, governance and management (continued)

Risk and Internal Control

The Group Board of Trustees has identified the major risks to which they believe the Group is exposed, these have been reviewed and systems have been established to mitigate against them. The main areas of concern that have been identified are:

Damage to the building, property and equipment. The Group would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Groups. Similar reciprocal arrangements exist with these organisations. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.

Injury to leaders, helpers, supporters and members. The Group through the capitation fees contributes to the Scout Association's national accident insurance policy. Risk Assessments are undertaken before all activities.

Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions and fundraising. The group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Board of Trustees could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.

Reduction or loss of leaders. The group is totally reliant upon volunteers to run and administer the activities of the group. If there was a reduction in the number of leaders to an unacceptable level in a particular section or the group as a whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.

Reduction or loss of members. The Group provides activities for all young people aged 4 to 14.5 years. If there was a reduction in membership in a particular section or the group as whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.

Section C	Objectives and activities
<p>Summary of the objects of the charity set out in its governing document</p>	<p>The Purpose of Scouting Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p>The Values of Scouting As Scouts we are guided by these values: Integrity - We act with integrity; we are honest, trustworthy and loyal. Respect - We have self-respect and respect for others. Care - We support others and take care of the world in which we live. Belief - We explore our faiths, beliefs and attitudes. Co-operation - We make a positive difference; we co-operate with others and make friends.</p> <p>The Scout Method Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and: - enjoy what they are doing and have fun - take part in activities indoors and outdoors - learn by doing - share in spiritual reflection - take responsibility and make choices - undertake new and challenging activities - make and live by their Promise.</p>
<p>Summary of the main activities in relation to these objects</p>	<p>The main activities of the Group comprise of weekly meetings for all sections, residential camps (up to 1 week), weekend activities and adventurous activities carried out in accordance with the rules of The Scout Association.</p>

Public benefit statement

The Group meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The most significant achievement of this year was the successful launch of our Squirrel Drey, opening up Scouting to even younger children aged 4–6. This has brought new energy to the group and has allowed us to extend our values of fun, friendship, and adventure. Our calendar was full of events and activities including our annual Cub Pack Holiday to Scammonden and our Summer Camp to a Christmas tree farm in Wadhurst. Our group continued to run weekly section meetings, participate in events, and uphold the values of Scouting throughout.

Section E

Financial Review

Brief statement of the charity's policy on reserves

Reserves Policy

The Group's policy on reserves is to hold sufficient resources to protect the Group and delivery of its charitable programmes, to ensure continuity and stability across generations of 7th members, and to allow time to adjust to changing financial circumstances.

Section F

Declaration

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)

N. Hampton

T. Hampton

Full name(s)

Neil Hampton

Tracy Hampton

Position (eg Secretary, Chair)

Group Lead Volunteer

Chair

Date

2 7 0 7 2 5

**Final Independently-Examined
7th Woking (St. Mary of Bethany) Scout Group (Charity no.1020539)
Receipts and Payments Accounts**

	Year start date		Year end date
For the year from	01/04/2024	to	31/03/2025

Receipts and payments

		2024/25 Unrestricted funds £	2023/24 Unrestricted funds £
Receipts			
Membership subscriptions	See note 1	9,485	7,654
Events - Scouts	See note 2.	13,162	4,460
Events - Cubs		5,055	6,341
Events - Beavers		617	1,008
Events - Squirrels		136	-
Events - general		1,146	917
Rent/Hire of Building and Equipment		6,448	3,617
Gift Aid	See note 3.	5,266	3,111
Investment Income - Bank interest		2,074	1,067
Donations		1,383	648
Fundraising (gross)		16	2,850

Total Receipts

44,788

31,673

Payments

Activity Equipment (includes camping equipment)	See note 4.	5,308	26,704
Events - Scouts		13,862	26,380
Events - Cubs		4,844	5,402
Events - Beavers		479	1,311
Events - Squirrels		41	-
Events - general		1,816	1,217
Fundraising		-	1,388
Insurance		2,339	2,274
Meetings - Scouts		906	156
Meetings - Cubs		182	138
Meetings - Beavers		124	27
Meetings - Squirrels		978	-
Meetings - general		37	90
Bank Fees		137	130
Admin		854	187
Badges		1,092	1,399
Membership Costs - OSM fees		486	433
Training		488	3,666
Utilities		514	478
Venue Maintenance - minibus		818	1,666
Venue Maintenance - general		3,452	6,086

Total Payments

38,757

79,132

Net of Receipts/(Payments)

6,031

- 47,459

Cash funds last year end

109,312

156,771

Cash funds this year end

115,343

109,312

7th Woking (St. Mary of Bethany) Scout Group (Charity no.1020539)

Receipts and Payments Accounts

	Year start date	to	Year end date
For the year from	01/04/2024		31/03/2025

Statement of assets and liabilities at the end of the year

	31st March 2025 Unrestricted funds £	31st March 2024 Unrestricted funds £
Cash funds		
CAFcash Account Group Account	2,078	14,737
CAFcash Account Property Account	1,576	3,886
CAF Gold Account	48,326	-
Virgin Short Savings Account	33,272	32,966
Shawbrook CAF 60 Day Notice Account	25,456	54,000
Scottish Widows Robinson Fund	3,313	3,195
District Badge Account	430	55
OSM Expense Account	892	473
Total cash funds	115,343	109,312

Non-monetary assets for charity's own use

	£
Motor Vehicle - minibus	24,000
Scouting equipment including climbing wall and trailer	125,000

Liabilities

Service charges not yet demanded for Scout Hall	See note 5.	-	26,252	-	54,000
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The above Receipts and Payments Accounts and Statement of Assets and Liabilities were approved by the Trustees on 29th May 2025 and signed on their behalf by:

Signature	Print Name
<i>Tracy Hampton</i>	Tracy Hampton (Chair) 29/05/2025
<i>Lorraine Ozanne</i>	Lorraine Ozanne (Treasurer) 29/05/2025

General Notes to the Accounts

Note 1. Membership subscriptions are shown net of agency function capitation fees (membership fees passed onto Woking District Scouts) of £6,015 (£5,922 in 2023/24). Similarly capitation fees are not shown in Payments.

Note 2. 2023/24 Receipts for "Events - Scouts" is net of refunds £5,778 from Denmark trip, main event income was in 2022/23.

Note 3. Gift Aid income received in 2024/25 was in respect of 01/04/2023 - 31/12/2024 (21 months). Gift Aid income received in 2023/24 was in respect of 01/04/2022 - 31/03/2023 (12 months).

Note 4. 2023/24 Payments for Activity Equipment included purchase of minibus of £23,494.

Note 5. Recent communication from Woking Borough Council has informed the estimated total figure for historic service charges due as at 31/03/2025.

Independent examiner's report to the trustees of 7th Woking (St Mary of Bethany) Scout Group

I report to the trustees on my examination of the accounts of the 7th Woking (St Mary of Bethany) Scout Group for the year ended 31/03/2025.

Responsibilities and basis of report

As the charity trustees of the 7th Woking (St Mary of Bethany) Scout Group you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the 7th Woking (St Mary of Bethany) Scout Group accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the 7th Woking (St Mary of Bethany) Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Name:

Nigel Marlow
Head of Credit

Address:

11 Stoneyfields
Farnham
GU9 8DU

Date:

12th June 2025